

**DRINKING WATER SYSTEMS IMPROVEMENTS
REVOLVING LOAN FUND PROGRAM**

AMENDMENT NO. 1

TO

FINAL FY-2001 INTENDED USE PLAN

Adopted By Board August 1, 2001



LOCAL GOVERNMENTS AND RURAL WATER SYSTEMS

IMPROVEMENTS BOARD

P. O. BOX 1700 SUITE U-232

JACKSON, MISSISSIPPI 39215-1700

VI. FY-2001 Assumed Available Funds

These funds breakdowns are shown in Appendix A. Should more or less than these assumed appropriations be made, the Board will fund projects in accordance with Section A.1. of the Priority System.

VII. DWSIRLF Financial Planning Process

In accordance with the Board's desire to maintain a financially sound DWSIRLF loan fund in perpetuity, while at the same time meeting a substantial portion of the drinking water needs in the State within a reasonable period of time, the following financial decisions were made regarding the fund. The Board intends that the Department of Health apply for the entire State allotment under the federal Drinking Water SRF, including the set-asides described in Section VIII. below. The Board has deposited the proceeds from the sale of \$15 million in general obligation bonds into the DWSIRLF fund to be "banked" as State Match for federal DWSRF capitalization grants, and has made this entire amount immediately available for DWSIRLF loans. At the present time the total of these two funding sources provides sufficient funds to meet the anticipated demands for FY-2001, and the Board is therefore not considering leveraging the federal capitalization grant. The Board intends to set the interest rate for FY-2001 at 3%, and to keep the interest rate above current inflation rates to maintain the fund's buying power in future years. The Board intends to apply the 3% interest rate to all loans made during FY-2001.

In order to insure that this interest rate is below the prevailing market rates at the time a loan is made, this rate will be compared to the twenty year triple-A rated, tax-exempt insured revenue bond yield published by The Bond Market Association/Bloomberg (Bloomberg Online, <http://www.bloomberg.com/markets/psamuni.html>).

Investment Procedures for Excess Cash - According to the State Treasurer, the excess cash in the DWSIRLF is invested by the State Treasurer in securities prescribed in Section 27-105-33, et. Seq., of the Mississippi Code of 1972 Annotated, as amended. The securities in which State funds may be invested include certificates of deposit with qualified State depositories, repurchase agreements (fully secured by direct United States Treasury obligations, United States Government agency obligations, United States Government instrumentalities or United States Government sponsored enterprise obligations), direct United States Treasury obligations, United States Government agency obligations, United States Government instrumentalities or United States Government sponsored enterprise obligations, and any other open-ended or closed-ended management type investment company or investment trust registered under the provisions of 15 U.S.C. Section 80(a)-1 et.seq, provided that the portfolio is limited to direct obligations issued by the United States of America, United States Government agency obligations, United States Government instrumentalities or United States Government sponsored enterprise obligations and to repurchase agreements fully collateralized by the securities listed above for repurchase agreements.

VIII. State Set-asides

Section 1452 of the Safe Drinking Water Act Amendments of 1996 allows the State to set-aside portions of the federal Capitalization Grant to the State for various purposes. The Board took each of these set-asides under consideration and took the following actions regarding set-asides:

1. DWSIRLF Administrative Expenses - The Board intends to set aside four (4%) percent of its FY-2001 Capitalization Grant to cover the cost of administering the DWSIRLF program.
2. State Program Management – The Board intends to set aside, for State Program Management, \$350,000 of the State’s FY-2001 Capitalization Grant as authorized by Section 1452(g)(2) of the Safe Drinking Water Act of 1996 to be used for Public Water System Supervision (PWSS) activities conducted under Section 1443(a) of the act. These activities are described in more detail in the State of Mississippi State Program Management Set Aside Annual Work Plan included as Appendix F to this Intended Use Plan. The State must provide a dollar for dollar match (100% match) for Capitalization Grant funds used for these activities. This match is separate, and in addition to, the twenty (20%) percent State match required for the Capitalization Grant. The State is allowed to offset the 100% match requirement by claiming credit for State FY-2001 PWSS expenditures that exceed the State’s FY-2001 PWSS match requirement. The State is further allowed to use State FY-93 PWSS expenditures to offset the 100% match requirement as long as this amount does not exceed the amount that can be claimed from FY-2001 State expenditures. A tabulation showing amount and source of funds to satisfy match requirements for the FY-2001 State Program Management set aside is furnished as Appendix G to this Intended Use Plan.
3. Small Systems Technical Assistance - The Board intends to set aside two (2%) percent of its FY-2001 Capitalization Grant to provide technical assistance to public water systems serving under 10,000 population. The Board intends to use this two (2%) percent set-aside to fund contracts for the following activities: Special Assistance to Referred Systems; Management Training for Water System Officials; On-Site Technical Assistance and Volunteer System Review Program; and Remedial Accounting Training. Each of these activities are described in detail in the State of Mississippi Small Systems Technical Assistance Set-Aside Work Plan included as Appendix E to this Intended Use Plan.
4. Local Assistance and Other State Programs - The Board does not intend to set aside any funds from its FY-2001 Capitalization Grant for any of the activities to assist development and/or implementation of local drinking water protection initiatives described in Section 1452.

Source Water Protection Area Delineation & Assessment – No new funds are available in the FY-2001 Capitalization grant for this set aside. The Board did

however, set aside 10% of the FY-97 Capitalization grant for the Sources Water Delineation & Assessment program. The Board contracted with the Mississippi Department of Environmental Quality (MDEQ) to assist in developing the Source Water Assessment Program (SWAP). The SWAP efforts initially focused on developing an effective approach to address the mandates of the new program including the required public participation component.

During FY-00, MDEQ focused its efforts on achieving two principal objectives: (1) obtaining approval of the State SWAP plan, and (2) completing the assessments for the public water systems in ten counties. MDEQ received final EPA approval on the State SWAP plan in November 1999. Since that time, steady progress has been made in implementing SWAP throughout the state. Specific SWAP accomplishments during FFY-00 include the following:

- (1) Completion of assessments for the public water systems in Amite, Franklin, Issaquena, Leake, Lincoln, Neshoba, Walthall, Warren, Wilkinson, and Yazoo Counties. Susceptibility assessment reports and maps were mailed out to the systems.
- (2) Completion of assessments in Clarke, Jackson, and Perry Counties. Final SWAP reports are awaiting final quality control check.
- (3) Initiation of field inventory activities in Harrison, Kemper, Lauderdale, and Rankin Counties.

Most of the planned activities during FFY-01 will focus on completing assessments for the public water systems in twenty additional counties. It is anticipated that additional 2001 efforts will concentrate on coordination of SWAP activities with the MDEQ's Basin coordinators who deal with the Tennessee-Tombigbee Waterway and the Pearl River.

5. Disadvantaged Communities Set-aside - The Board does not intend to implement a disadvantaged communities program at the present time.

No funds shall be expended from the monies proposed to be set aside in this section without a vote by the Board and approval of any applicable contracts for the purposes stated above. Requests for payments from these funds must be submitted to the Board for its review and approval before funds will be released.

IX. Proposed Payment (Federal Letter of Credit {LOC}) Schedule For FY-2001 Cap. Grant:

| Payment (LOC) <u>Number</u> | Payment (LOC) <u>Date</u> | Payment (LOC) <u>Amount</u> | Cumulative (LOC) <u>Amount</u> |
|-----------------------------------|---------------------------------|-----------------------------------|--------------------------------------|
| FY-2001 No 1 of 4 | 4Q FY-2001 | \$ 1,120,000 | \$ 1,120,000 |

Proposed Payment (Federal Letter of Credit {LOC}) Schedule For FY-2001 Cap. Grant: -
(Continued)

| <u>Payment (LOC) Number</u> | <u>Payment (LOC) Date</u> | <u>Payment (LOC) Amount</u> | <u>Cumulative (LOC) Amount</u> |
|-------------------------------------|-----------------------------------|-------------------------------------|--|
| FY-2001 No 2 of 4 | 1Q FY-2002 | \$ 1,120,000 | \$ 2,240,000 |
| FY-2001 No 3 of 4 | 2Q FY-2002 | \$ 3,945,000 | \$ 6,185,000 |
| FY-2001 No 4 of 4 | 3Q FY-2002 | \$ 2,862,400 | \$ 9,047,400 |

X. Projected Schedule of Drawdowns Against Federal Letter of Credit for FY-2001 Cap. Grant (Outlays): (See Appendix B)

| <u>Outlay Quarter</u> | <u>Federal Outlay Amount</u> | <u>Cumulative Outlay Amount</u> |
|---------------------------|----------------------------------|-------------------------------------|
| 4Q FY-2001 | \$ 270,000 | \$ 270,000 |
| 1Q FY-2002 | \$ 331,896 | \$ 601,896 |
| 2Q FY-2002 | \$ 160,000 | \$ 761,896 |
| 3Q FY-2002 | \$ 5,820,948 | \$ 6,282,844 |
| 4Q FY-2002 | \$ 2,764,556 | \$ 9,047,400 |

XI. Certifications

1. The State certifies that all drinking water facility projects in this Intended Use Plan identified in Section IV as being subject to the federal cross-cutting requirements are or will be in compliance with all such requirements prior to the State entering into an assistance agreement with the recipient.
2. The State certifies that it will make a biennial report to the Regional Administrator on the actual uses of the funds and how the State has met the goals and objectives for the previous two fiscal years as identified in the IUP's; and to annually have conducted an independent audit of the funds to be conducted in accordance with generally accepted government accounting standards.
3. The State certifies that this Intended Use Plan has been subjected to public review and comment prior to final submission to EPA. The State certifies that it will follow the "Mississippi Administrative Procedures Law" in seeking public review and comments on this Intended Use Plan. A copy of the "Mississippi

Administrative Procedures Law” is included as Appendix D to this Intended Use Plan.

A public hearing was held on Friday, December 15, 2000 to receive written and oral comments on this Intended Use Plan. A transcript of the public hearing recording the comments and recommended solutions will be submitted to EPA along with the Final Intended Use Plan. If anyone would like to receive a copy of the public hearing transcript they should contact Chan Burns at (601) 576-7518 to request copies.

4. The State certifies that all drinking water facility projects in this Intended Use Plan are on the project Priority List developed pursuant to the requirements of Section 1452(b)(3)(B), SDWA.
5. The State certifies that it will enter into binding commitments for 120% of the amount of each payment (LOC) under the capitalization grant within one year after receipt of each payment (LOC).
6. The State certifies that it will commit and expend all DWSIRLF Fund monies as efficiently as possible, and to disburse the funds in a timely and expeditious manner.
7. The State certifies that it will conduct environmental reviews on all DWSIRLF cross-cutter equivalency projects in accordance with the State environmental review process.
8. The State certifies that prior to adding any new projects to the FY-2002 and After Planning List for the purpose of funding such a project during FY-2001, that the State will follow the “Mississippi Administrative Procedures Law” in amending this Intended Use Plan in order to allow for public review and comments. A copy of the “Mississippi Administrative Procedures Law” is included as Appendix D.
9. The State certifies that it has developed and will implement a capacity development strategy to assist public water systems in acquiring and maintaining technical, managerial, and financial capacity as required in Section 1420(c) of the 1996 Amendments to the Safe Drinking Water Act. This capacity development strategy was approved by EPA Region IV on September 21, 2000.
10. The State certifies that it has developed and submitted to EPA Region IV, on November 27, 2000, for review and approval the State’s Operator Certification Program in accordance with the requirements of Section 1452(a)(1)(G)(ii) of the 1996 Amendments to the Safe Drinking Water Act.

Appendix A

State of Mississippi DWSIRLF Program
FY-2001 Assumed Available Funds

The following breakdown of funds is based on the actual appropriation of \$823 million, and that the National Set-Aside Assumptions and a State allotment formula of 1.16% for the Drinking Water SRF in federal FY-2001 will remain the same as in FY-2000.

| | |
|--|----------------|
| <u>FY-2001 National Title I DWSRF Appropriation</u> | \$ 823,185,000 |
| (=) Mississippi Allotment [section 1452(m)] | \$ 9,047,400 |
| (-) DWSRF Administrative Expenses [section 1452(g)(2) - 4%] | \$ 361,896 |
| (-) State Program Management [section 1452(g)(2)] | \$ 350,000 |
| (-) Small Systems Technical Assistance [section 1452(g)(2) - 2%] | \$ 180,948 |
| (-) Local Assistance & Other State Programs | \$ 0 |
| (+/-) Receipt or Transfer of Funds to Clean Water SRF Loan Fund (Section 302) | \$ 0 |
| (=) Total FY-01 Federal Funds Available for DWSIRLF Loans | \$ 8,154,556 |
| (+) FY-01 State Match Required (20% of Mississippi Allotment) ¹ | \$ 1,809,480 |
| (=) Total FY-01 Federal + Required State Match Funds | \$ 9,964,036 |
| (+) FY-00 Funds Carried Over to FY-01 ² (Not including the \$1,809,480 in FY-01 State Match shown above) | \$ 13,292,612 |
| (+) Additional State Match from Bonds Sold 10/2000 | \$ 5,000,000 |
| (+) Anticipated SRF Loan Repayments through FY-01 | \$ 1,766,429 |
| (+) Anticipated Interest Earnings on State Match during FY-01 | \$ 949,603 |
| (=) Total FY-01 Funds Available for New Loan Awards | \$ 30,972,680 |
| (-) Total FY-01 Funds Needed For Projects | \$ 29,300,000 |
| (=) Projected FY-01 Funds Carried Over to FY-02 | \$ 1,672,680 |

¹ During the Spring '95 Legislative Session, the Legislature passed House Bill No. 209 to establish a Local Governments and Rural Water Systems Improvements Revolving Loan Program and authorized the sale of \$15,000,000 in General Obligation Bonds to be deposited into the Loan Fund. One of the purposes stated in the law for these funds is that, "All or any portion of the monies in the fund may be used to match any federal funds that are available for the same or related purposes for which funds are used and expended under this act." \$10,000,000 of these General Obligation bonds were sold in May of 1997 and were deposited into the DWSIRLF fund on May 29, 1997. \$5,000,000 of these General Obligation bonds were sold in October of 2000 and were deposited into the DWSIRLF fund on October 5, 2000. \$3,294,840 was used as state match for the FY-97 Cap grant, \$1,654,340 was used as match for the FY-98 Cap grant, \$1,733,900 was used as match for the FY-99 Cap grant, \$1,802,020 will be used as match for the FY-2000 Cap grant, and \$1,809,480 will be used as match for the FY-2001 cap grant which leaves \$4,705,420 in excess state match in the fund.

² See page 41

November 20, 2000

Appendix A

State of Mississippi DWSIRLF Program
FY-2000 End of Year Funds Report

The following breakdown of funds is based on the actual appropriation of \$820 million, and that the National Set-Aside Assumptions and a State allotment formula of 1.16% for the Drinking Water SRF in federal FY-2000.

| | |
|---|----------------|
| <u>FY-2000 National Title I DWSRF Appropriation</u> | \$ 820,000,000 |
| (=) Mississippi Allotment [section 1452(m)] | \$ 9,010,100 |
| (-) DWSRF Administrative Expenses [section 1452(g)(2) - 4%] | \$ 360,404 |
| (-) State Program Management [section 1452(g)(2)] | \$ 300,000 |
| (-) Small Systems Technical Assistance [section 1452(g)(2) - 2%] | \$ 180,202 |
| (-) Local Assistance & Other State Programs | \$ 0 |
| (+/-) Receipt or Transfer of Funds to Clean Water SRF Loan Fund (Section 302) | \$ 0 |
| (=) Total FY-2000 Federal Funds Available for DWSIRLF Loans | \$ 8,169,494 |
| (+) FY-2000 State Match Required (20% of Mississippi Allotment) ¹ | \$ 1,802,020 |
| (=) Total FY-2000 Federal + Required State Match Funds | \$ 9,971,514 |
| (+) FY-99 Funds Carried Over to FY-2000 (Not including the \$1,802,020 in FY-2000 State Match shown above) | \$ 15,688,906 |
| (+) Loan Repayments Deposited (10/1/99 – 9/29/00) | \$ 1,037,720 |
| (+) Interest on Funds Deposited (10/1/99 – 9/29/00) | \$ 807,675 |
| (+) Net Amendments Processed from (10/01/99 – 9/29/00) | (-) \$ 76,239 |
| (=) Total FY-2000 Funds Available for New Loan Awards | \$ 27,429,576 |
| (-) Total FY-2000 Funds Needed For Projects | \$ 12,327,484 |
| (=) FY-2000 Funds Carried Over to FY-2001 | \$ 15,102,092 |

¹ During the Spring '95 Legislative Session, the Legislature passed House Bill No. 209 to establish a Local Governments and Rural Water Systems Improvements Revolving Loan Program and authorized the sale of \$15,000,000 in General Obligation Bonds to be deposited into the Loan Fund. One of the purposes stated in the law for these funds is that, "All or any portion of the monies in the fund may be used to match any federal funds that are available for the same or related purposes for which funds are used and expended under this act." \$10,000,000 of these General Obligation bonds were sold in May of 1997 and were deposited into the DWSIRLF fund on May 29, 1997. \$3,294,840 will be used as state match for FY-97 Cap grant, \$1,654,340 will be used as match for the FY-98 Cap grant, \$1,733,900 will be used as match for the FY-99 Cap grant, and \$1,802,020 will be used as match for the FY-2000 Cap grant, which leaves \$1,514,900 in excess state match in the fund.

Appendix B
I. Projected Schedule of Outlays for Projects (\$ Millions)

| Projects | 2Q FY-01 | 3Q FY-01 | 4Q FY-01 | 1Q FY-02 | 2Q FY-02 | 3Q FY-02 | 4Q FY-02 | 1Q FY-03 | 2Q FY-03 | 3Q FY-03 | 4Q FY-03 | 1Q FY-04 | 2Q FY-04 | 3Q FY-04 | Totals |
|---|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|----------|
| City of Pearl –Storage | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.14 | \$ 0.08 | \$ 0.25 | \$ 0.25 | \$ 0.25 | \$ 0.25 | \$ 0.08 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.3 M |
| Hilldale Water District | \$ 0.00 | \$ 0.00 | \$ 0.06 | \$ 0.18 | \$ 0.18 | \$ 0.08 | | | | | | | | | \$ 0.5 M |
| Adams Co. Water Assoc Lower Woodville, Bryandale | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.09 | \$ 0.04 | \$ 0.42 | \$ 0.42 | \$ 0.13 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.1 M |
| Glendale Utility Dist. | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.06 | \$ 0.03 | \$ 0.27 | \$ 0.27 | \$ 0.07 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.7 M |
| Adams Co. Water Assoc. – Kingston, Fenwick, Stanton | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.09 | \$ 0.04 | \$ 0.42 | \$ 0.42 | \$ 0.13 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.1 M |
| Soso Community Water Assoc. | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.04 | \$ 0.03 | \$ 0.07 | \$ 0.07 | \$ 0.07 | \$ 0.02 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.3 M |
| Town of North Carrollton | \$ 0.00 | \$ 0.15 | \$ 0.24 | \$ 0.24 | \$ 0.24 | \$ 0.24 | \$ 0.09 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.2 M |
| City of Pearl – Distribution | \$ 0.13 | \$ 0.21 | \$ 0.20 | \$ 0.21 | \$ 0.15 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.9 M |
| Farmington Water Assoc. | \$ 0.09 | \$ 0.18 | \$ 0.18 | \$ 0.18 | \$ 0.17 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.8 M |
| City of Southaven- Storage | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.11 | \$ 0.05 | \$ 0.58 | \$ 0.58 | \$ 0.18 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.5 M |
| City of Southaven – Wells & Treatment | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.12 | \$ 0.05 | \$ 0.57 | \$ 0.57 | \$ 0.19 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.5 M |
| City of Southaven – Distribution | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.12 | \$ 0.05 | \$ 0.57 | \$ 0.57 | \$ 0.19 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.5 M |
| Nesbit Water Assoc. – Storage | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.06 | \$ 0.03 | \$ 0.26 | \$ 0.26 | \$ 0.09 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.7 M |
| Greenfield Water Assoc. | \$ 0.06 | \$ 0.12 | \$ 0.12 | \$ 0.12 | \$ 0.08 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.5 M |
| Nesbit Water Assoc.– Well, Treatment, Dist. | \$ 0.08 | \$ 0.04 | \$ 0.34 | \$ 0.34 | \$ 0.10 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.9 M |
| Hopewell Water Assoc | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.03 | \$ 0.01 | \$ 0.11 | \$ 0.11 | \$ 0.11 | \$ 0.03 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.4 M |
| West Harrison W&S Dist. | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.06 | \$ 0.00 | \$ 0.26 | \$ 0.26 | \$ 0.26 | \$ 0.26 | \$ 0.10 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.2 M |
| West Jackson Co. Utility District | \$ 0.06 | \$ 0.11 | \$ 0.27 | \$ 0.26 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.7 M |

Appendix B
I. Projected Schedule of Outlays for Projects (\$ Millions) – Cont.

| Projects | 2Q FY-01 | 3Q FY-01 | 4Q FY-01 | 1Q FY-02 | 2Q FY-02 | 3Q FY-02 | 4Q FY-02 | 1Q FY-03 | 2Q FY-03 | 3Q FY-03 | 4Q FY-03 | 1Q FY-04 | 2Q FY-04 | 3Q FY-04 | Totals |
|---|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------|
| City of Picayune | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.04 | \$ 0.02 | \$ 0.15 | \$ 0.15 | \$ 0.04 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.4 M |
| City of Olive Branch – Well, Treatment | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.08 | \$ 0.03 | \$ 0.35 | \$ 0.35 | \$ 0.19 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.0 M |
| City of Olive Branch – Storage | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.08 | \$ 0.03 | \$ 0.30 | \$ 0.30 | \$ 0.30 | \$ 0.09 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.1 M |
| City of Olive Branch – Distribution | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.11 | \$ 0.05 | \$ 0.58 | \$ 0.57 | \$ 0.19 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.5 M |
| Bear Creek Water Assoc. | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.13 | \$ 0.06 | \$ 0.40 | \$ 0.40 | \$ 0.40 | \$ 0.11 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.5 M |
| City of Horn Lake | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.11 | \$ 0.04 | \$ 0.58 | \$ 0.58 | \$ 0.19 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.5 M |
| City of Pascagoula – Well, Treatment | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.08 | \$ 0.04 | \$ 0.26 | \$ 0.26 | \$ 0.26 | \$ 0.10 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.0 M |
| ACL Water Assoc. | \$ 0.04 | \$ 0.02 | \$ 0.12 | \$ 0.12 | \$ 0.12 | \$ 0.08 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.5 M |
| City of Pascagoula – Storage | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.12 | \$ 0.05 | \$ 0.40 | \$ 0.40 | \$ 0.40 | \$ 0.13 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.5 M |
| City of Pascagoula – Treatment | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.12 | \$ 0.05 | \$ 0.31 | \$ 0.31 | \$ 0.31 | \$ 0.31 | \$ 0.09 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.5 M |
| Town of Hatley | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.08 | \$ 0.04 | \$ 0.27 | \$ 0.27 | \$ 0.27 | \$ 0.07 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.0 M |
| FY-2002 Projects | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.14 | \$ 0.06 | \$ 0.44 | \$ 0.44 | \$ 0.44 | \$ 0.15 | \$ 0.00 | \$ 1.67 M |
| \$Totals (100.00%) | \$ 0.46 | \$ 0.83 | \$ 1.53 | \$ 3.52 | \$ 1.86 | \$ 7.78 | \$ 7.46 | \$ 4.36 | \$ 1.43 | \$ 0.71 | \$ 0.44 | \$ 0.44 | \$ 0.15 | \$ 0.00 | \$ 30.97M |
| State Match (5.84%) | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.19 | \$ 0.62 | \$ 0.00 | \$ 0.00 | \$ 0.0 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1.81M |
| Federal FY-2001 Cap. Grant (26.32%) | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 5.38 | \$ 2.77 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 8.15M |
| Other (67.84%)* | \$ 0.46 | \$ 0.83 | \$ 1.53 | \$ 3.52 | \$ 1.86 | \$ 1.21 | \$ 4.07 | \$ 4.36 | \$ 1.43 | \$ 0.71 | \$ 0.44 | \$ 0.44 | \$ 0.15 | \$ 0.00 | \$ 21.01M |

* Other funds include remaining FY-00 federal and required state match funds, and DWSIRLF Bond proceeds.

Appendix B
 II. Projected Schedule of Outlays
 for Set Asides (\$ Millions)

| Federal Set-Asides | 4Q FY-2001 | 1Q FY-2002 | 2Q FY-2002 | 3Q FY-2002 | 4Q FY-2002 | 1Q FY-2003 | 2Q FY-2003 | Totals |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------|
| Program Administration | \$ 0.18 | \$ 0.18 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.36 M |
| State Program Mgmt | \$ 0.09 | \$ 0.09 | \$ 0.09 | \$ 0.08 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.35 M |
| Small System Technical Assistance Set-aside | \$ 0.00 | \$ 0.06 | \$ 0.07 | \$ 0.05 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.18 M |
| Total Set-Asides | \$ 0.27 | \$ 0.33 | \$ 0.16 | \$ 0.13 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.89 M |

Appendix C

Attachments for DWSIRLF Loan Application Package

1. Draft user charge ordinance/corporate resolution (DWSIRLF III.C.2.(b))
2. Draft water use ordinance/corporate resolution (DWSIRLF III.C.2.(c))
3. Contracts for professional services (DWSIRLF III.C.2.(d))
4. Procurement Certification (DWSIRLF III.C.2.(e))
5. Site certificate from Project Representative (ineligible) (DWSIRLF III.C.2.(f)(i))
6. Copies of appraisals for loan eligible land with a fair market value of \$5,000 or more (DWSIRLF III.C.2.(f)(ii))
7. Draft of options to purchase for loan eligible land (DWSIRLF III .C.2.(f)(ii))
8. Written request for the approval for the purchase price of all loan eligible real property (DWSIRLF III.C.2.(f)(ii))
9. Financial certification (local share) (DWSIRLF III.C.2.(g))
10. Financial capability summary (DWSIRLF III.C.2.(h))
11. Intergovernmental review process and State clearinghouse letter (DWSIRLF III.C.2.(i))
12. Legal certification from Loan Applicant and Applicant's Legal Counsel (DWSIRLF III.C.2.(j))
13. Resolution naming Project Representative and authorizing submittal of Loan Application (DWSIRLF III.C.2.(k))
14. Interlocal agreements (actual or proposed) (DWSIRLF III.C.2.(l))
15. Bid forms with cost estimates (DWSIRLF III.C.2.(m))
16. Certification regarding debarment, suspension and violating facilities (DWSIRLF Regulations, Appendix F)
17. Civil rights form 4700-4 (DWSIRLF Regulations, Appendix H)
18. Verification of tax exempt status, if applicable (DWSIRLF III.C.2.(o))
19. Request for Taxpayer Identification Number and Certification (IRS Form W-9)

This page intentionally left blank.

Appendix D

Mississippi Administrative Procedures Law

CHAPTER 43

Administrative Procedures

Sec.

- 25-43-1. Short title.
- 25-43-3. Definitions.
- 25-43-5. Agency adoption of rules describing its organization and rules of practice; public inspection of agency rules, orders and decisions.
- 25-43-6. Economic impact statement, requirement and conditions.
- 25-43-7. Notice of proposed agency adoption, amendment or repeal of rules; emergency rules.
- 25-43-9. Filing of agency rules in office of secretary of state; effective date of rules.
- 25-43-11. Compilation and indexing of rules.
- 25-43-13. Notice of intended revocation, suspension, annulment or withdrawal of license; emergency suspension of license.
- 25-43-15. Application of conflicting statutory provisions governing agency procedures in contested cases.
- 25-43-17. Opponents of proposed rules to have opportunity to present their views and to review adverse rulings.
- 25-43-19. Proceedings to which chapter applicable.

§ 25-43-1. Short title.

This chapter shall be known and may be cited as the “Mississippi Administrative Procedures Law.”

SOURCES: Laws, 1976, ch. 487, § 1, eff from and after January 1, 1977.

§ 25-43-3. Definitions.

As used in this chapter:

- (a) “Agency” means each state board, commission, department or officer, other than the Legislature, the Governor and the courts, authorized by law to make rules or to determine contested cases.
- (b) “Contested case” means a proceeding, including but not restricted to rate-making, price-fixing and licensing in which the legal rights, duties or privileges of a part are required by law to be determined by an agency after an opportunity for a hearing, other than disciplinary proceedings or agency action involving only employees of an agency.

- (c) “Economic impact statement” means the statement required pursuant to Section 25-43-6 and which estimates the costs of implementation and enforcement of a rule.
- (d) “License” includes the whole or part of an agency permit, certificate, approval, registration, charter or similar form of permission required by law, but it does not include a license required solely for revenue purposes, and does not include any order, permit or license issued, granted, revoked, suspended, annulled or withdrawn by any state agency in compliance with statutory procedures or in compliance with published rules and regulations adopted by such agency under statutory authority.
- (e) “Licensing” includes the agency process respecting the grant, denial, renewal, revocation, suspension, annulment, withdrawal or amendment of a license.
- (f) “Person” means any individual, partnership, corporation, association, governmental subdivision or public or private organization of any character other than an agency.
- (g) “Rule” means each agency statement of general applicability that implements, interprets or prescribes law or policy or describes the organization, procedure or practice requirements of any agency. The term includes the amendment or repeal of a prior rule but does not include (i) statements concerning only the internal management of an agency and not affecting private rights or procedures available to the public; or (ii) declaratory rulings issued pursuant to section 25-43-17; or (iii) intra-agency memoranda.

Sources: Laws, 1976, ch. 487, § 2, Laws, 1995, ch. 499, § 2, eff from and after passage (approved March 28, 1995).

§ 25-43-5. Agency adoption of rules describing its organization and rules of practice; public inspection of agency rules, orders and decisions.

- (1) In addition to other rule-making authority and requirements imposed by law, each agency shall:
 - (a) Adopt as a rule a description of its organization, stating the general course and method of its operations and the methods whereby the public may obtain information or make submissions or requests.
 - (b) Adopt rules of practice setting forth the nature and requirements of all formal and informal procedures available, including all requirements respecting the filing of applications for any license and the licensing procedure employed by the agency and the method whereby persons desiring notice of pending applications may obtain such notice and request an opportunity to be heard.
 - (c) Allow public inspection of all rules and other written statements of policy or interpretations formulated, adopted or used by the agency in the discharge of its functions.
 - (d) Allow public inspection of all final orders, decisions and opinions.

- (2) No agency rule, order or decision is valid or effective against any person or party, nor may it be invoked by the agency for any purpose, until it has been made available for public inspection as herein required. This provision is not applicable in favor of any person or party who has actual knowledge thereof.

Sources: Laws, 1976, ch. 487, § 3, eff from and after January 1, 1977.

§ 25-43-6. Economic impact statement, requirement and conditions.

- (1) Prior to giving the notice required in Section 25-43-7, each agency proposing the adoption of a rule or significant amendment of an existing rule imposing a duty, responsibility or requirement on any person shall consider the economic impact the rule will have on the citizens of our state and the benefits the rule will cause to accrue to those citizens. For the purpose of this section, a “significant amendment” means any amendment to a rule for which the total aggregate cost to all persons required to comply with that rule exceeds One Hundred Thousand Dollars (\$100,000.00).
- (2) Each agency shall prepare a written report providing an economic impact statement for the adoption of a rule or significant amendment to an existing rule imposing a duty, responsibility or requirement on any person, except as provided in subsection (4) of this section. The economic impact statement shall include the following:
- (a) A description of the need for and the benefits which will likely accrue as the result of the proposed action;
 - (b) An estimate of the cost to the agency, and to any other state or local government entities, of implementing and enforcing the proposed action, including the estimated amount of paperwork, and any anticipated effect on state and local revenues.
 - (c) An estimate of the cost or economic benefit to all persons directly affected by the proposed action;
 - (d) An analysis of the impact of the rule on small business;
 - (e) A comparison of the costs and benefits of the proposed rule to the probable costs and benefits of not adopting the proposed rule or significantly amending an existing rule;
 - (f) A determination of whether less costly methods or less intrusive methods exist for achieving the purpose of the proposed rule where reasonable alternative methods exist which are not precluded by law;
 - (g) A description of reasonable alternative methods, where applicable, for achieving the purpose of the proposed action which were considered by the agency and a statement of reasons for rejecting those alternatives in favor of the proposed rule; and

- (h) A detailed statement of the data and methodology used in making estimates required by this subsection.
- (3) No rule or regulation shall be declared invalid based on a challenge to the economic impact statement for the rule unless the issue is raised in administrative proceedings before the agency. No person shall have standing to challenge a rule, based upon the economic impact statement or lack thereof, unless that person provided the agency with information sufficient to make the agency aware of specific concerns regarding the statement in a public meeting or hearing held by the agency or in written comments regarding the rule. The grounds for invalidation of an agency action, based upon the economic impact statement, are limited to the agency's failure to adhere to the procedure for preparation of the economic impact statement as provided in this section, or the agency's failure to consider information submitted to the agency regarding specific concerns about the statement, if that failure substantially impairs the fairness of the rule-making proceeding.
- (4) This section does not apply to the adoption or significant amendment of:
 - (a) Any rule which is required by the federal government pursuant to a state/federal program delegation agreement or contract;
 - (b) Any rule which is expressly required by state law;
 - (c) An emergency rule adopted pursuant to Section 25-43-7(2); and
 - (d) Any rule for which the notice required in Section 25-43-7 has been given prior to the effective date of this act [Laws, 1995, ch. 499, eff March 28, 1995].

SOURCES: Laws, 1995, ch. 499, § 1, eff from and after passage (approved March 28, 1995).

§ 25-43-7. Notice of proposed agency adoption, amendment or repeal of rules; emergency rules.

- (1) Prior to the adoption, amendment or repeal of any rule, the agency shall give at least thirty (30) days' notice of its intended action. The notice shall include a statement of either the terms or substance of the intended action or a description of the subjects and issues involved, and the manner in which interested persons may present their views thereon. The notice shall be filed with the office of the secretary of state and mailed by the agency to all persons who have made timely request of the agency for advance notice of its rule-making proceedings. The secretary of state shall furnish copies at the request of any person and shall be reimbursed by the requesting person for the expense of providing such service.
- (2) If an agency finds an imminent peril to the public health, safety or welfare requires adoption of a rule upon fewer than thirty (30) days' notice and states in writing its reasons for that finding, it may proceed without prior notice of hearing or upon any abbreviated notice and hearing that it finds practicable to adopt an emergency rule. The

rule may be effective for a period of not longer than one hundred twenty (120) days, renewable once for a period not exceeding ninety (90) days, but the adoption of an identical rule under subsection (1) of this section is not precluded.

- (3) No rule hereafter adopted is valid unless adopted in substantial compliance with this section. A proceeding to contest any rule on the ground of noncompliance with the procedural requirements of this section must be commenced within one (1) year from the effective date of the rule.

Sources: Laws, 1976, ch. 487, § 4, eff from and after January 1, 1977.

§ 25-43-9. Filing of agency rules in office of secretary of state; effective date of rules.

- (1) Each agency shall file in the office of the secretary of state a certified copy of each rule adopted by it, including all rules existing on January 1, 1977. The secretary of state shall keep a permanent register of the rules open to public inspection.
- (2) Each rule hereafter adopted is effective thirty (30) days after filing, except that:
 - (a) If a later date is required by statute or specified in the rule, the later date is the effective date.
 - (b) Subject to applicable constitutional or statutory provisions, an emergency rule becomes effective immediately upon filing with the secretary of state, or at a stated date less than thirty (30) days thereafter if the agency finds that this effective date is necessary because of imminent peril to the public health, safety or welfare. The agency's finding and a brief statement of the reasons therefor shall be filed with the rule. The agency shall take appropriate measures to make the emergency rules known to the persons who may be affected by them.

Sources: Laws, 1976, ch. 487, § 5, eff from and after January 1, 1977.

§ 25-43-11. Compilation and indexing of rules.

- (1) The agency shall compile and index all effective rules adopted and shall furnish the secretary of state with a copy of such rules and index. Compilations shall be supplemented or revised as often as necessary and at least once every two (2) years.
- (2) Copies of bulletins and compilations shall be made available by the secretary of state upon request to agencies and officials of this state at no cost to the agencies and officials. Other persons may receive copies by requesting them and by reimbursing the secretary of state for publication and mailing costs.

Sources: Laws, 1976, ch. 487, § 6, eff from and after January 1, 1977.

§ 25-43-13. Notice of intended revocation, suspension, annulment or withdrawal of license; emergency suspension of license.

No revocation, suspension, annulment or withdrawal of any license is lawful unless prior to the institution of agency proceedings the agency gives notice by mail to the licensee of facts or conduct which warrant the intended action and the licensee is given an opportunity to show compliance with all lawful requirements for the retention of the license. If the agency finds that public health, safety or welfare imperatively requires emergency action and incorporates a finding to that effect in its order, summary suspension of a license may be ordered pending proceedings for revocation or other actions. These proceedings shall be promptly instituted and determined.

Sources: Laws, 1976, ch. 487, § 7, eff from and after January 1, 1977.

§ 25-43-15. Application of conflicting statutory provisions governing agency procedures in contested cases.

Specific statutory provisions governing agency procedures in contested cases which are in direct conflict with any of the provisions of this chapter shall continue to be applied to all proceedings of any such agency to the extent of such conflict only.

Sources: Laws, 1976, ch. 487, § 8, eff from and after January 1, 1977.

§ 25-43-17. Opponents of proposed rules to have opportunity to present their views and to review adverse rulings.

Each agency shall adopt procedures to assure that persons who give timely notice of their desire to contest the making of any rule shall have an opportunity to present their views and have the opportunity for review of adverse rulings.

Sources: Laws, 1976, ch. 487, § 9, eff from and after January 1, 1977.

§ 25-43-19. Proceedings to which chapter applicable.

This chapter shall not apply to proceedings pending on January 1, 1977, but shall apply to all agencies and agency proceedings thereafter begun and not expressly exempted herein.

Sources: Laws, 1976, ch. 487, § 10, eff from and after January 1, 1977.

Appendix E

STATE OF MISSISSIPPI SMALL SYSTEMS TECHNICAL ASSISTANCE SET-ASIDE WORK PLAN

INTRODUCTION

The Mississippi Local Governments and Rural Water Systems Improvements Board proposes to use the Drinking Water State Revolving Loan Fund's Small Systems Technical Assistance Set-aside in an assistance and training program directed at improving the technical, managerial and financial capabilities of small community public water systems in the state. The goal of this program is to assure that assistance is provided to all small community public water systems that require such assistance to maintain adequate technical, financial, and managerial capabilities necessary to comply with requirements of the Safe Drinking Water Act.

PROGRAM ACTIVITIES

The proposed technical assistance program is subdivided into four major categories of activities that will be accomplished through contracts with qualified organizations that are experienced in providing the type of support required by each activity. The four major categories of activities listed below may be updated and/or revised as a result of work plan reviews that will be conducted annually during the life of the program. Amendments will be submitted whenever activities or budgets change and when required to extend the term of the work plan.

1. **Special Assistance to Referred Systems.** The following types of support will be provided to small community public water systems referred by the Mississippi State Department of Health (MSDH) for assistance in attaining and/or maintaining essential technical capabilities. Providers will be required to furnish support services until the objective of the referral is satisfied, or an alternative solution is implemented. Extended periods of assistance may be required.
 - A. On-site assistance to systems referred by the MSDH in applying for and securing DWSRF loans and/or other means of financing water system improvements.
 - B. Services to assess and evaluate the relative financial, managerial, and technical capacity of perspective DWSRF loan recipients. Necessary assessment tools will be developed and tested as part of the program.
 - C. On-site assistance to small systems referred by the MSDH that are required to receive on-site training and technical assistance as a condition for DWSRF loan approval.
 - D. On-site assistance to small community water systems identified by the MSDH as systems requiring restructuring as a condition for receiving DWSRF financial support.

| Special Assistance to Referred Systems |
|--|
|--|

| |
|--|
| <u>Activity Objectives</u> Provide on-site technical assistance to resolve problems identified by MSDH. An average of one water system per month will be referred for long term assistance under this contract. |
|--|

| |
|---|
| <u>Reporting/Evaluation</u> Written progress reports using a format approved by the State will be furnished monthly to MSDH by the provider. The provider and MSDH will meet quarterly to review progress and problems encountered in conducting the program. Evaluation and accountability will be accomplished primarily through the written monthly progress reports. Modifications to the scope of work can be made when indicated by program evaluations. |
|---|

2. **Management Training for Water System Officials.** Provide training to public water system officials in the state to implement provisions of the Mississippi Safe Drinking Water Act of 1977 that require all members of governing boards of small community public water systems in the State receive training on water system management and financing, rate setting and structures, operation and maintenance, applicable laws and regulations, ethics, the duties and responsibilities of board members, and other subjects necessary to properly prepare board members to carry out the responsibilities of their positions. Training sessions will be scheduled for times and locations throughout the State to encourage attendance and minimize interference to other activities of attending board members.

| Management Training for Water System Officials |
|--|
|--|

| |
|--|
| <u>Activity Objectives</u> Using training materials and lesson plans approved by the MSDH, conduct a minimum of 2 training sessions per month (30 people per session) for governing boards of small community public water systems. |
|--|

| |
|--|
| <u>Reporting/Evaluation</u> Written monthly reports using a format approved by the State will be furnished by the provider to the MSDH. The report will include the number and location of training sessions conducted the previous month, the number of attended at each session and the schedule for the following month. Randomly selected sessions will be monitored by the MSDH for performance evaluations. |
|--|

3. **On-site Technical Assistance and Volunteer System Review Program.** The following support will be provided small community public water systems through this activity:
- A. Provide on-site technical assistance and one-on-one training to operators of water systems serving populations of 10,000 or less in meeting compliance standards of the Safe Drinking Water Act. Water systems will be routinely visited following a schedule that includes visiting a minimum of 210 water systems annually. Problem areas will be identified and technical assistance (to include one-on-one training) will

be provided to correct operational problems, reduce water loss, achieve optimum water production, comply with state and federal monitoring requirements, analyze utility costs and rate structures, and maintain proper records and books. The technical assistance and training portion of this activity will be structure to supplement and enhance the efforts of other organizations providing similar services and to avoid duplication of effort. The plan and schedule for visiting and providing technical assistance to water systems will be coordinated with the MSDH. Priority will be given to systems referred by the MSDH.

- B. Implement and operate a volunteer system review program for small water systems in the state. Provide system review training to experienced water system personnel who will serve on the review teams. Maintain a directory of trained system review personnel. Receive requests for system reviews, organize teams, coordinate scheduling and performance of system reviews and provide necessary administrative and logistical support (necessary equipment and materials, supervision of report preparation, clerical support and maintenance of records) required to operate a successful system review program.

On-site Technical Assistance and Volunteer System Review Program

Activity Objectives

Provide on-site technical assistance and one-on-one training for water system operators at a minimum of 210 water systems per year.

Conduct a minimum of 10 system review training sessions per year for water system personnel who will perform system reviews. Using a directory of trained water system operators maintained by the provider, organize and equip teams required to meet requests received for volunteer system reviews. Provide necessary administrative support for the team to complete their review and prepare a report of findings and recommendations.

Reporting/Evaluation

A daily log of all on-site technical assistance activities will be maintained using daily log forms furnished by the MSDH. Written monthly reports using a format approved by the State will be furnished by the provider to the MSDH. The report will include the log of technical assistance activities for the previous month, the number and locations of system reviews conducted the previous month, the number and location of system review training sessions conducted the previous month, the number of attendees at each session and the schedule for the following month. Evaluation and accountability will be accomplished primarily through the written monthly reports. Randomly selected system review training sessions will be monitored by the MSDH for performance evaluations. Quarterly review sessions will be conducted by the MSDH and the provider to assess the program's progress and make adjustments as necessary.

4. **Remedial Accounting Training.** Remedial Training will be provided to personnel of small community water systems referred by the MSDH to equip them to properly maintain financial records and prepare annual financial statements for customers in accordance with state law.

| Remedial Accounting Training |
|---|
| <p><u>Activity Objectives</u> Provide remedial training to personnel of small community public water systems referred by the MSDH to equip them to properly maintain financial records and prepare annual financial statements for customers in accordance with state law. Twelve group training sessions (15 people per session) and 12 on-site individual sessions will be conducted each year.</p> <p><u>Reporting/Evaluation</u> Evaluation of performance in meeting objectives will be based on quality of financial record maintenance and reporting by referred water systems after completion of training.</p> |

AGENCY RESPONSIBILITIES

The Local Governments and Rural Water Systems Improvements Board will conduct Small Systems Technical Assistance Set-Aside activities through contracts with providers who will be selected following procedures of the State of Mississippi Personal Services Contract Procurement Regulations. All providers will report to and be responsible to the MSDH for all contract activities. No additional FTE requirement is anticipated for state agencies to implement the provisions of this set-aside.

Appendix F

STATE OF MISSISSIPPI STATE PROGRAM MANAGEMENT SET ASIDE ANNUAL WORKPLAN

Section 1452(g)(2) Safe Drinking Water Act Amendments of 1996

BACKGROUND

On November 15, 2000 the Local Governments and Rural Water Systems Improvements Board (Board) published a legal notice requesting public comments on the Draft FY-01 Intended Use Plan that would set aside \$350,000 of the State's FY-01 DWSRF capitalization grant for State Program Management activities to support the Mississippi State Department of Health, FY-02 Public Water Systems Supervision Program (FY-01 PWSS Program) as allowed under Section 1452(g)(2) of the Safe Drinking Water Act Amendments of 1996. After a public comment period meeting the 30 day minimum period required by State law, a public hearing was held on December 15, 2000 to receive and consider comments from the public on the draft IUP. There being no adverse comments concerning the amount of the State Program Management Set Aside, the Board adopted the Final FY-01 IUP to become effective on January 17, 2001.

This workplan describes how FY-01 DWSRF State Program Management set aside funds will be expended to support the FY-02 PWSS Program.

FUNDING AMOUNT

The State reserves \$350,000 of its FY-01 Drinking Water State Revolving Fund capitalization grant to be set aside for State Program Management activities to support the FY-02 PWSS Program. The reserved amount represents 3.86% of the State's FY-01 capitalization grant and is specified for expenditure during FY-02. The State has no plans to reserve any unspecified funds from the FY-01 DWSRF capitalization grant to be reclaimed from future capitalization grants for State Program Management activities.

NUMBER OF FTE's PROJECTED FOR IMPLEMENTING THIS SET ASIDE

The State projects forty-two (42) FTE's will be required to implement the FY-02 PWSS Program. \$300,000 reserved from the FY-01 DWSRF Capitalization Grant for State Program Management activities will fund salary and fringe benefits for six (6) of these FTEs. The remaining \$50,000 will be used for contractual services for technical assistance.

GOALS, OBJECTIVES, OUTPUT AND DELIVERABLES

The MSDH, FY-02 Workplan is made a part of this workplan by reference. The commitments as stated in the PWSS Workplan are adopted as commitments of the State Program Management set aside.

SCHEDULE FOR COMPLETING ACTIVITIES

The schedule for completing State Program activities under this workplan will be the schedule established by dates entered in the “Date Due” column of the MSDH, FY-02 PWSS Workplan.

AGENCY RESPONSIBILITIES

The Mississippi State Department of Health is the agency responsible for implementing required activities under the State Program Management set aside.

EVALUATION PROCESS TO ASSESS THE SUCCESS OF SET ASIDE ACTIVITIES

The success of State Program Activities will be defined by the ability of the MSDH to successfully meet commitments in the FY-02 PWSS Workplan. Quarterly and annual reports/submittals required by the PWSS program include documentation and evaluation of ongoing program implementation and success in meeting stated commitments.

Appendix G

TABULATION STATE OF MISSISSIPPI STATE PROGRAM MANAGEMENT SET ASIDE MATCH REQUIREMENTS

Mississippi 1:1 Requirement for FY 2001 State Program Management Set Aside

| | FY 1993 | FY 2001 |
|---|-----------|--------------|
| PWSS Grant | \$769,600 | \$ 1,204,800 |
| State Required Match for PWSS Grant | \$256,533 | \$ 401,600 |
| Actual State PWSS Contribution | \$256,533 | \$ 1,552,605 |
| State PWSS Overmatch | \$0 | \$ 1,151,005 |
| State PWSS Expenditures <u>Eligible</u> for 1:1 SPM Match | \$134,078 | \$ 1,151,005 |
| State PWSS Expenditures <u>Claimed</u> for 1:1 SPM Match | \$0 | \$ 350,000 |

Mississippi requests that \$350,000 of its FY-2001 DWSRF capitalization grant be set aside for State Program Management (SPM) to support Public Water Supply Supervision (PWSS) activities. To comply with the additional 1:1 match requirement for SPM set asides, \$350,000 in additional State funds will be required. The State provided \$ 1,151,005 above the State's PWSS match requirement in FY-01. In accordance with Section 1452(g)(2) of the Safe Drinking Water Act of 1996, the State claims \$350,000 from its FY-01 PWSS overmatch as credit to satisfy the \$350,000 additional State match required to set aside \$350,000 of its FY-01 capitalization grant for SPM activities.